

**Minutes- Open Session  
Pine Lake Preparatory Board of  
Directors Meeting  
June 28, 2017**

**Board of Directors Present: Mark Foley, Nancy Kuechler, Kurt Woolley,  
Sarah Phillips, Pamela Frost-Shirley,  
Conference Call: Aaron Petrosky and Eric Stachowski**

**Board of Directors Absent: Sara Thomas and Bill Farnsworth**

**PLP Administration Present: Andrew Mocerri, Sherri Fletcher, Lori Reuter,  
Sam Ranallo, Joe Webb, Shelly Sims**

- I. 6:30 p.m. Call to Order and Attendance – Kurt Woolley, Chair - 6:37 p.m.
  
- II. Conflict of Interest Reminder per NCGS 138A-15(e) - 6:38 p.m.  
In accordance with the State Government Ethics Act, 138A-15(e), it is the duty of every Board member to avoid both conflicts of interest and appearances of conflict. Does any Board member have any known conflict of interest or appearance of conflict with respect to any matters coming before the Board today? If so, please identify the conflict or appearance of conflict and refrain from any undue participation in the particular matter involved.
  - i. No conflict noted
  
- III. Public Comment - none
- IV. Aaron Petrosky and Sherri Fletcher discussed the Budget Proposal for the 2017-2018 Academic Year – 6:40 p.m.
  - i. Aaron Petrosky moved to approve the 2017-2018 Budget Proposal
  - ii. Pamela Frost-Shirley seconded the motion
  - iii. Motion was unanimous

\*\*\*Aaron Petrosky left the board meeting via conference call at 7:00 p.m.
  
- V. Administrative Matters and Committee Updates - 6:40 p.m.
  - a. Monthly Financial Report – Sherry Fletcher
    - i. Nancy Kuechler made the motion to approve the leasing of 2 new school buses for 5 years, to approve the upfitting of Room 205 in the Stem Building to house Team Spork on campus, to approve LED Lighting to replace all non LED lights on PLP campus and approve a new copier - contract with Hendrix Cannon – 7:30 p.m.
    - ii. Mark Foley seconded the motion
    - iii. Motion was unanimous
  - b. Head of School Reports – Andrew Mocerri
    - i. Nancy Kuechler moved to approve the modification of the 2017-2018 Academic Schedule, to approve the retainer agreement with Schwartz and Shaw for 2 years and approve the auditor contract and engagement letter with Rebekah Barr, CPA – 7:49 p.m.
    - ii. Pam Frost-Shirley seconded the motion
    - iii. Eric Stachowski abstained but the motion was unanimous otherwise
  - c. Committee Updates
    - i. Andrew Mocerri – Discussed Strategic Planning

- VI. Approval of Meeting Minutes – Nancy Kuechler - 8:19 p.m.
- a. Nancy Kuechler moved to approve the open session minutes for the May 13, 2017 Board Retreat
    - i. Pamela Frost -Shirley seconded the motion
    - ii. Motion was unanimous
  - b. Nancy Kuechler moved to approve the executive session closed minutes for the May 13, 2017 Board Retreat
    - i. Pamela Frost-Shirley seconded the motion
    - ii. Motion was unanimous
  - c. Nancy Kuechler moved to approve the executive session closed minutes for the May 25, 2017 Special Board Meeting
    - i. Mark Foley seconded the motion
    - ii. Motion was unanimous

- VII. Board of Directors Officer Election - 8:22 p.m.
- i. Nancy Kuechler moved to approve the 2017-2018 PLP BOD Officers
  - ii. Pam Frost-Shirley seconded the motion
  - iii. Kurt Woolley and Sarah Phillips abstained but was otherwise unanimous  
Chair - Kurt Woolley  
Vice Chair - Sarah Phillips  
Secretary - Sara Thomas  
Treasurer - Aaron Petrosky

\*\*\*\*Eric Stachowski left the BOD meeting via conference call at 8:26 p.m.

- VIII. Executive Session - 8:33 p.m.
- a. Nancy Kuechler made the motion to move into Executive Session
    - i. Sarah Phillips seconded the motion
    - ii. Motion was unanimous
  - b. § 143-318.11(a)(6) To consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of an individual public officer or employee or prospective public officer or employee; or to hear or investigate a complaint, charge, or grievance by or against an individual public officer or employee.

- IX. Resume Open Session and Motion to Seal Minutes of Closed Session - 9:14 p.m.
- I move that the minutes of the closed session held on (date) be withheld from public inspection in order to protect and preserve the purpose of such closed session, pursuant to section 143-318.10(e) of the Open Meetings law.
- i. Nancy Kuechler moved to resume open session
  - ii. Pamela Frost -Shirley seconded the motion
  - iii. Motion was unanimous

- X. Vote as needed based on items in Executive Session - 9:15 p.m.
- i. Sarah Phillips moved to hire Lisa Taylor for US science teacher and Rachel Davis for US English teacher and middle school art teacher Brette Webb.
  - ii. Mark Foley seconded the motion
  - iii. Motion was unanimous
  - iv. Sarah Phillips moved to approve the reappointment for returning PLP employees.
  - v. Pamela Frost-Shirley seconded the motion

- vi. Motion was unanimous
- vii. Sarah Phillips moved to approve the Incentive Plan discussed in Executive Session
- viii. Pamela Frost-Shirley seconded the motion
- ix. Motion was unanimous

XI. Adjournment - 9:19 p.m.

- i. Nancy Kuechler made the motion to adjourn
- ii. Pamela Frost-Shirley seconded the motion
- iii. Motion was unanimous

XII. FYI: Upcoming Events

- a. PLP Board Meetings (*location is Upper School unless otherwise noted*):
- i. Next Meeting : July 26, 2017 PLP Upper School Seminar Room at 6:30 p.m.

\*\*Respectfully submitted by Nancy Kuechler PLP Board of Directors Secretary 2016-2017